ICT
Grade 4

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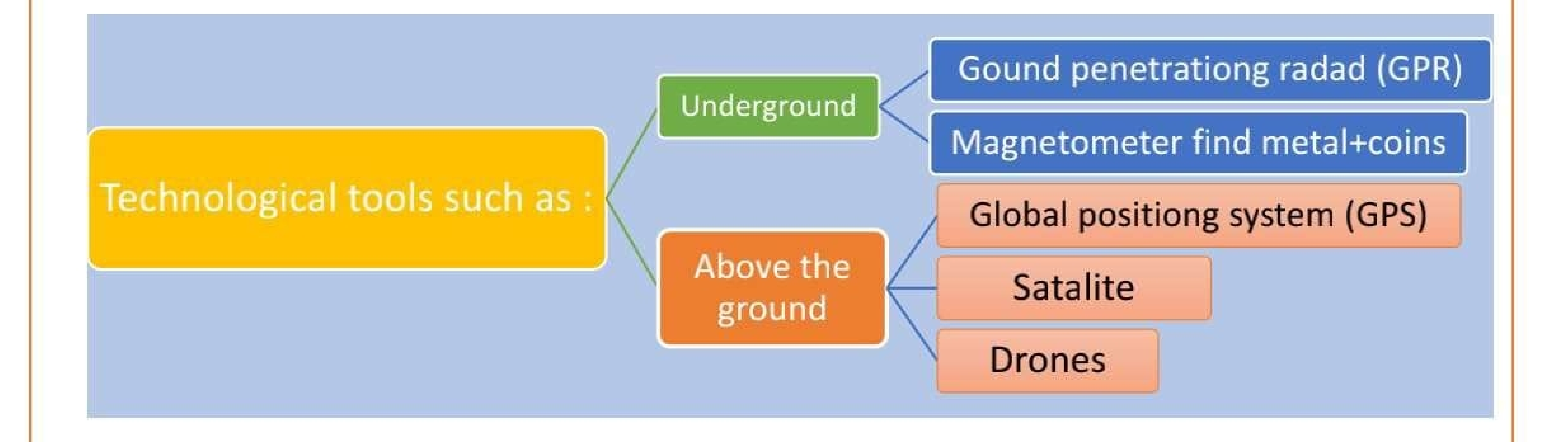


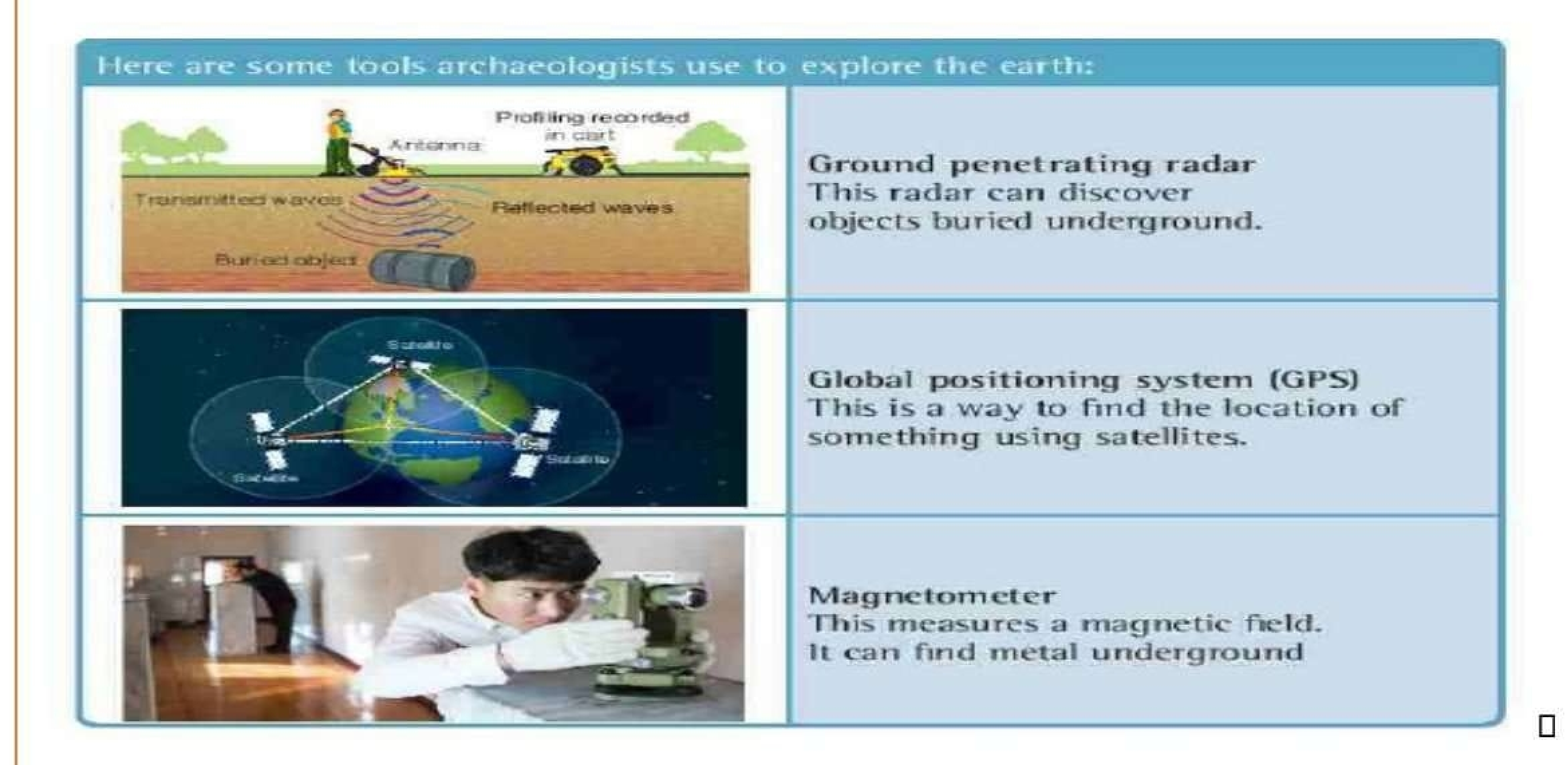
Lesson 1
Explorer in Action

Above the ground	فوق الأرض	Drones	طائرة بدون طيار
Under the ground	تحت الأرض	Archeologist	عالم أثار
Ground /earth penetrating radar	رادار مخترق للأرض	Dig / digging	يحفر / حفر
Magnetometer	جهاز قياس المغناطسية	Explore	يكتشف
Global positioning system /**GPS**	وسيلة لتحديد الموقع	Satellite	قمر صناعي

Who is Albert Lin?

- Albert Lin is an engineer and archaeologist he uses different tools to explore archeological sites without digging. These tools are useful because archeologist can't dig.
- These tools can save time, effort and money.
- He was exploring Tikal city.
- Magnetometer to find metal coins or minerals underground
- We use GPR to discover buried buildings, things or bodies underground.
- GPS is used to determine or find location using satellite.
- Photographs can be collected from Satellites or Drones.





Here are some tools archaeologists use to explore the earth:

Profiling recorded in cart Antenna Transmitted waves Reflected waves Buried object	**Ground penetrating radar** This radar can discover objects buried underground.
Satellite	**Global positioning system (GPS)** This is a way to find the location of something using satellites.
	Magnetometer This measures a magnetic field. It can find metal underground



True or False

1- The magnetometer is used to determine directions via satellites. ()
2- The earth's penetrating radar is used to detect underground Mineral.
3- GPS is used to find places you might need to visit. ( )
4- Archaeologists use ground penetrating radar to find objects above the ground. ( )
5- Global Positioning System (GPS) connects to satellites to determine Locations. ( )

Lesson 2
The Evolution of Technology

The pre-mechanical Age	عصر ما قبل الثورة الميكانيكية	papyrus	ورق البردي
The Electronic Age	العصر الإليكتروني	parchment	مخطوطات
Hieroglyphics	الهيروغليفية	abacus.	عداد
Calculator	أله حاسبة	typewriter	آلة كاتبة
		Age	عصر

Dates	Ages of technology	Inventions
(3000 BCE-1450 CE)	The pre-mechanical Age	pictures like hieroglyphics on papyrus, Pens, pencils, parchment, paper, and abacus.
(1450 CE-1840 CE)	The mechanical Age	The Pascaline which was an early calculator, typewriter machine and Printing
(1840 CE-1940 CE)	The Electro-Mechanical Age	Telephone, telephone lines, record player and digital computer and electricity
(1940 CE-Present)	The Electronic Age	Satellite, GPS, personal computer, laptop, smartphones, online maps and word processor.

Exercise on lesson 2

True or false

1. Satellites appeared in the era of the mechanical revolution.
2. The Pascaline (early calculator), is an example of technology from the pre-mechanical age , (   )
3. Electricity was first used during the Electro-Mechanical Age. ( )

1 Look and match

Complete the table with the information from each box.

The Electronic Age
The Electro-Mechanical Age
The Mechanical Age
The Pre-Mechanical Age

a. printing machine, calculator, typewriter
b. satellite, smartphone, online maps, word processor
c. pens, pencils, parchment, paper, abacus
d. telephone, telephone lines, record player

Dates	Ages of technology	Inventions
3000 BCE-1450 CE	The Pre-Mechanical Age	
1450-1840		
1840-1940		
1940-present		b

Choose the correct answer

1 --------- is used as a means of communication in modern times

a-E-mail b- Pencils a- c- Pens

2 The era of the electronic revolution was characterized by the existence of -----------

laptop b- printer c- hierographic symbols

3 The timeline of technological evolution is……

a- Word, Pen, Typewriter b- Typewriter, Pen, Word. c- Pen, Typewriter, Word.

LESSON 3 Components of computer systems

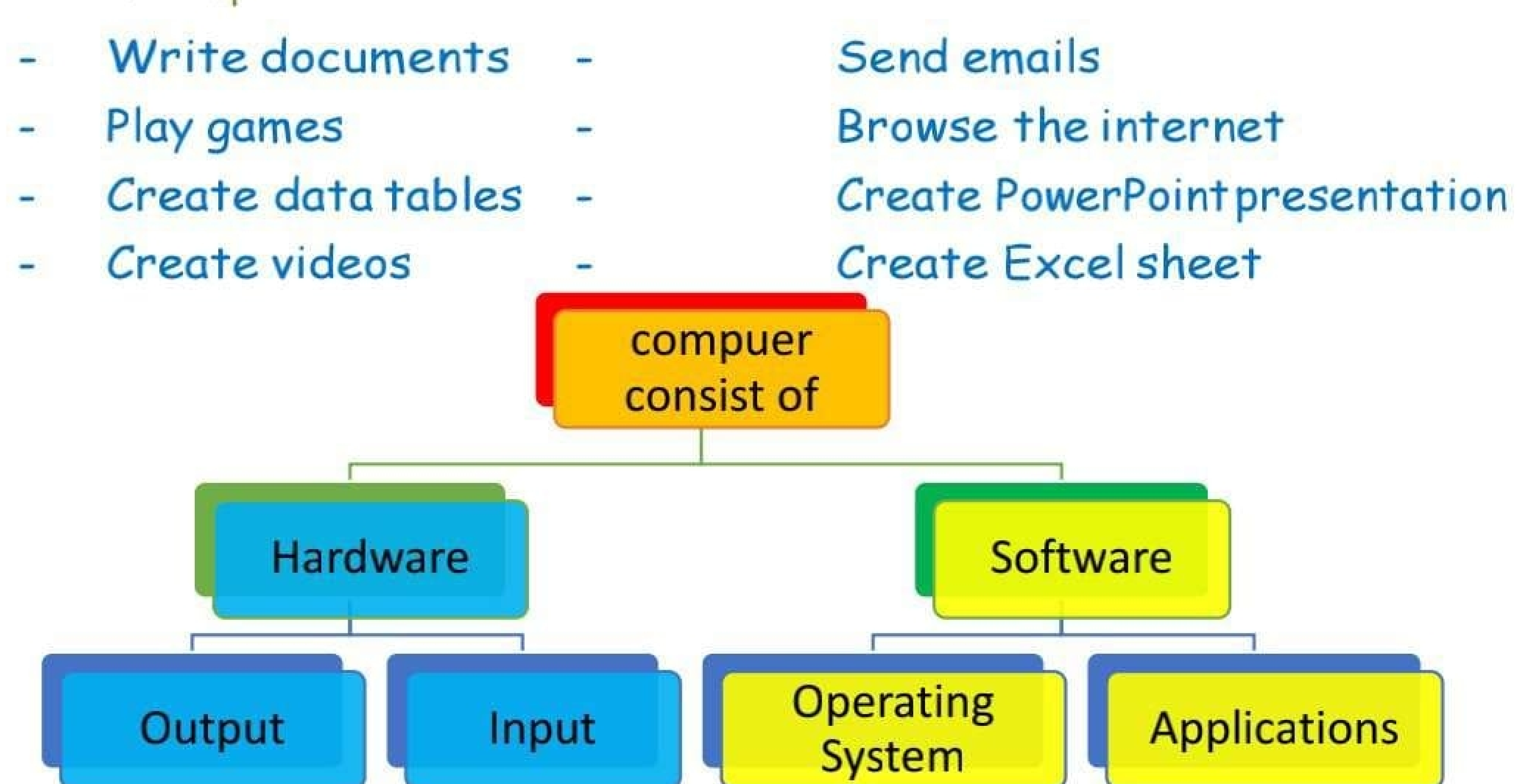
device	جهاز	Data	بيانات
Input	مدخلات	Manufacturing	التصنيع
output	مخرجات	Consist of	يتكون من
Operating System	نظام تشغيل	speaker	سماعات
Application	تطبيقات	Scanner	ماسح ضوئي
Physical parts	أجزاء محسوسة /ملموسة	Display	عرض/ يعرض

What is Computer?

- Is an electronic device for processing data to get information. It can store information, restore it and process it.
- Computer types are different from each other by (Type – Manufacturing date)

Uses of computer:

- Write documents
- Play games
- Create data tables
- Create videos
- Send emails
- Browse the internet
- Create PowerPoint presentation
- Create Excel sheet



- Hardware :Physical parts of a computer which you can see and touch.
- Input Units: we use it to enter data on our computer for processing.
- Output Units: we use it to get information from data we entered before

Input	
Type of hardware component	Type of input data
Keyboard	Letters and numbers
Mouse or touchscreen	Directional data
Microphone	Sound and music
Camera	Images or video
Scanner	Text and images from paper

Output	
Type of hardware component	Type of output data
Screen	Visual information: text, images and video
Braille terminal	Text in Braille for blind people
Speaker	Audio
Speech synthesizer	Audio
Printer	Text and images on paper

Exercise on lesson 3

True or false

1. CPU is a type of software. ( )
2. Output devices help in processing data. ( )
3. Scanner is used to print images from your computer on paper. ( )
4. We use scanners to transfer text and images from paper to our computers. (
5. You can see what you're doing in your device by looking at the display screen.

Choose the correct answer

1	- ------- are used to communicate with audio and image.		
	a- Video calls	b- Digital articles	c- Digital blogs
2	The component responsible for entering the data for the computer is		
	a- keyboard	b- CPU	c- printer
3	The camera and microphone are used in -------------		
	published articles	b- text messages	c- video calls
4	---------- is used to copy paper inside the computer.		
	a- Display screen	b- Scanner	C- Speech installer

5	One of the devices that word processing software needs to write on your computer is -----------		
	a- keyboard	b- the printer	c-speakers
6	-------------- is a device that allows non-speakers to speak.		
	a- Scanner	b- Printer	c- Speech Synthesizer
7	---------- enables you to take the audio clips out of the computer.		
	a- The mouse	b- The speaker	c- The screen
8	One of the attached devices that you use during video calls is the ------		
	a- printer	b- scanner	a- c- camera
9	The ----------- is responsible for processing data.		
	a- printer	b- screen	a- c- CPU
10	The speaker allows		
	a-Input Audio data.	b- Output audio data.	c- Printing papers

LESSON 4 Software and operating systems

CPU	وحده المعالجة المركزية	Software	البرمجيات
component	مكونات	receive	يستقبل
responsible to	مسئول عن	Processing Steps	خطوات المعالجة

Software: Programs and Applications that help user to do the required tasks and it's the main component of the computer and the most important component is **Operating System:** The link between user and computer and it's responsible to make Programs work

Processing Steps:

1- User input order (Data) **2- Operating System send (Data) to CPU**

3- CPU process data 4- CPU send Information to the Operating System

5- Operating System receive Information and review it on monitor screen

Exercise on lesson 4

Question 1: Put (√) in the correct sentence and (X) in the wrong one.

1. Input devices in computer work on processing data. ( )
2. CPU is a type of software. ( )
3. Word processing software is a type of device. ( )
4. The operating system is not necessary to deal with the computer.

----------- program is used to write reports.

a- Screen zoom software b- Word program c- Medical hearing aids

LESSON 5 Supporting people of determination

Speech Synthesizer	جهاز	People of determination	ذوي الهمم
Assistive technology	التكنولوجيا المعينة	Braille Terminal	التصنيع
Screen magnification software	مكبر للشاشة	visual difficulties	صعوبات الرؤيا
Para climbing tools	أدوات تسلق	Prosthetic leg	رجل صناعية
Hearing aids/ head phones	سماعات	Prominent letters	حروف بارزة

Assistive technology: Helps people of determination with tasks which they find difficult to do / Can help in ordinary and extraordinary activities.

There are many types of like :

Tools	Usage /Description
Screen magnification software Screen zoom software	Enlarges everything on a computer for people who have poor vision.
Hearing Aids Head phones	For people who have hearing problems Models can now be connected to mobile)
Alternate communication software Speech synthesizer	Help people with speech & language disabilities.
Sports tools	• Allow climbers with limb differences to

Para climbing tools	climb mountains. • Footballs that make a noise. • A hand-bike that has 3 wheels. • Running blades.

Exercise on lesson 5

True or false

1. Screen zoom software helps people with visual difficulties. ( )
2. Braille transforms letters into prominent symbols and can be read by touching.
3. Assistive technology is a technology that helps people of determination go about their daily lives. ( )

Choose the correct answer

1	- --------is a way that converts letters into prominent symbols that can be read by touching.		
	a-Earpiece	b- Screen	c- Braille
2	Screen zoom software is used to help people who suffer from --------		
	a- hearing impairment	b- visual impairment	c- limb loss
3	One of the advantages of ICT tools is ----------		
	a- data theft	b- helping people with disabilities	c- over use of electronic devices
4	--------- is a device that helps people with hearing impairment.		
	a- Speakers	b- Printer	c- Medical hearing aids
5	Screen magnification software enables ……		
	a- Showing Information	b- Hearing the information	c-Printing papers
6	Helps people of determination (of a missing limb) to practice their daily life		
	a- Prosthetic leg.	b- Keyboard	c- Camera

LESSON 6 Common ICT problems and solutions

Solution	حل	Uninstall	مسح / إلغاء التثبيت
Restart	إعادة تشغيل	Cable	كبل /سلك
update	تحديث	documents	ملفات
Mouse cursor	سهم / مؤشر الفاره	images.	صور
Press	يضغط/ يدوس	start-menu.	قائمة البدا

ICT tool like computers tablets or laptops can help you to do a lot of tasks , but they may have some problems too like :-

Problem	Possible Solution for a windosws PC
1- An app won't open.	1- Restart your computer. 2- Check software update. 3- Uninstall and Re-install the program 4- Ask your teacher or family to help.
2- The Mouse cursor doesn't work.	1. Make sure that you connected the mouse cable to the right place in mother board then restart your pc. 2. Replace the mouse with a new one. 3. Ask your teacher or family to help.
3-You can't find a file	1-Check your downloads file. 2-Search in documents folder for word files 3-Search in pictures folder for photos or images. 4-Search using the search bar in start-menu. 5-Ask your teacher or family to help.
4-Your screen freezes	1- Press "Ctrl + Alt +Del" together. 2-Restart your computer. 3-Ask your teacher or family to help.
5- The keyboard isn't typing.	1-Make sure that you connected the mouse cable to the right place in mother board then restart your pc. 2-Replace the mouse with a new one. 3-Ask your teacher or family to help.

Exercise on lesson 6

Comprehension

1 Look and complete

Decide what the problem is based on the solution provided.

Solution	Problem
Press and hold the "Ctrl", "Alt", and "Del" buttons.	
Do a search using the search box next to the Start button.	
Restart your computer and try opening it again.	
Uninstall and reinstall the app.	

Choose the correct answer

1	4- It is preferable to ---------- after repairing or reinstalling the mouse to the device.		
	a- connect the power charger to the device	b- check electrical connections	c-restart the device
2	When there's a problem opening one of the Apps on your computer, you might need to --------		
	a- restart your device	b- replace the mouse	c- replace keyboard
3	You want to find a file in your pc, you should		
	a- Restart the device.	b- Press on Del+Alt+Ctrl	c- Use the Search Box
4	Your friend sent you a file and you want to save it on your device, you should		
	a- Block	b-Download the file	c- Scanner

LESSON 7 Collecting, analyzing, and graphing data

Collecting Data	جمع بيانات	Review Data	مراجعة البيانات
Analyze Data	تحليل البيانات	Surveys -polls	استطلاع رأى
digital or print	رقمي أو مطبوع	Experiments.	تجارب
solve problems	يحل المشكلة	Articles.	مقالات
Graph	رسم بيانات	common	معروف

Scientist and archeologist can search to solve problems. They collect, analyze and graph data. Below are some ways to collect, analyze and graph data.

To be able to make a research or study a problem it is better to follow the same steps.

1- Collecting Data
2- Analyze Data
3- Review Data
4- Collect:

You can collect data from a variety of sources, such as:

1- Books and Articles. (Digital or print)
2- Records. -
3- Surveys or polls
4- Experiments.

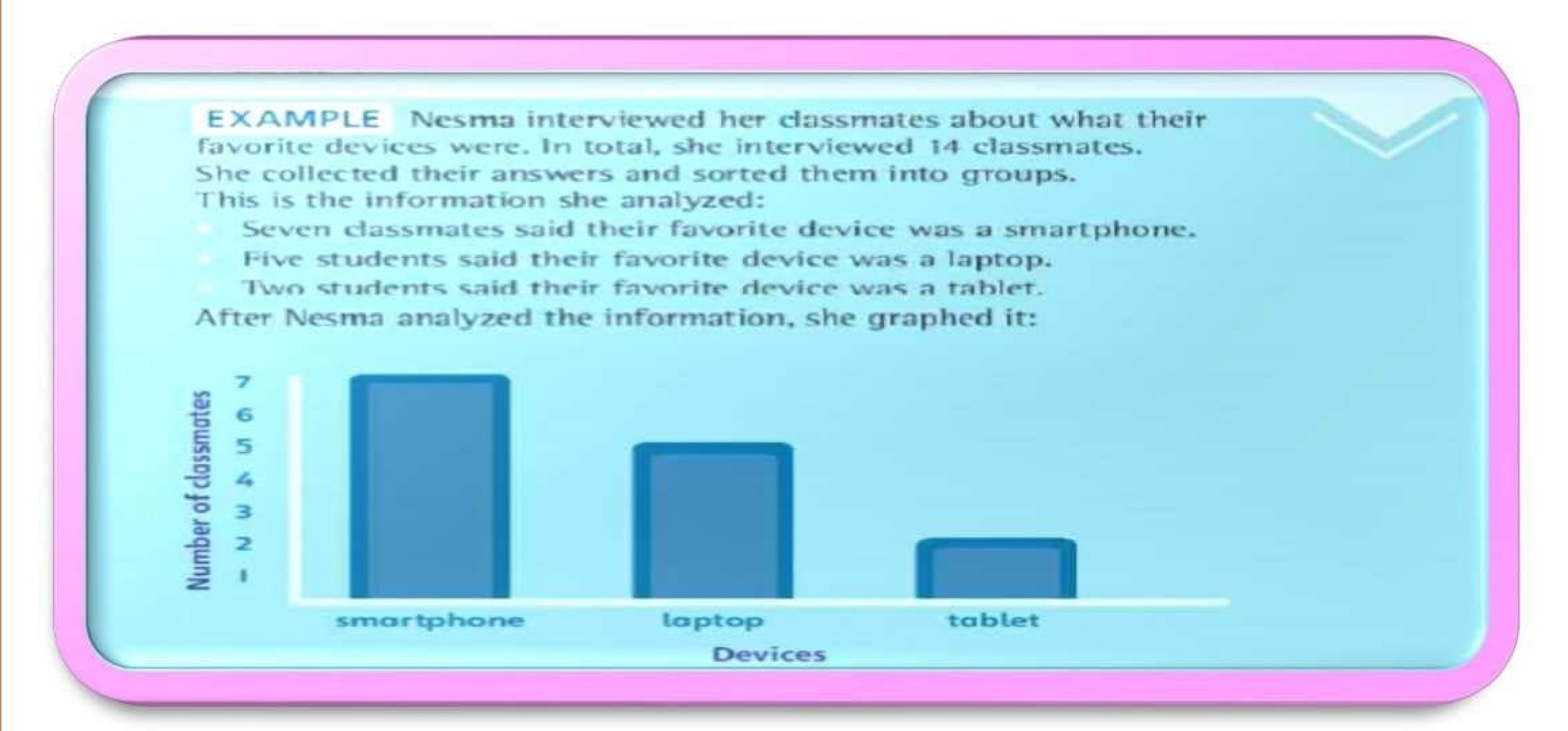
Analyze:

1. Review your findings.
2. explain what those finding meaning.
3. Use the data to find out what happened, why it happened and what should be done.

Graph:

1. A common graph is a bar graph.
2. You can draw graphs on paper, or make them on a computer using Excel program (spreadsheet)

Exercise on lesson 7



True or false

1. Books and magazines are sources of data collection. (   )
2. You can collect data from many different sources. (   )
3. Surveys and experiments are one of the most important sources of data collection (   )

Choose the correct answer:

1	Information is considered the processing product of -----------		
	a- data	b- digital blogs	c- e-mail
1	Before you show your results on charts, you should		
	a- Share it online with others.	b- Analyze them.	c- Remove them.

LESSON 8 Reporting findings

Researchers	الباحثين	Report	ينشر
gather	يجمع	Interviews	مقابلات
Published articles	المقالات المنشورة	TV programs	برامج تليفزيونية
Social media sites	مواقع التواصل الاجتماعي	Results	نتائج

Researchers report the information they gather in many different ways Such as:

Blogs	A web site on which someone writes about personal opinions, activities, and experiences. Is used to express your personal opinions on the internet.
Published articles	Personal information and opinions that express their owner which are available for reading and downloading in various sites.
Social media sites	*social networking site is an online platform that allows users to create a public profile and interact with other users. (Facebook – twitter- Instagram)*
Interviews	A meeting at which information is obtained (as by a reporter, television commentator, or pollster) from a person
TV programs	A television show – or simply TV show

After getting results of your researches and reports you should publish them Ways to share information.

- A common way to report data is through E-mail
- Other ways are video chats and text messaging.

Exercise on lesson 8

1	Personal information and opinions that express their owner which are available for reading and downloading in various sites are ------------		
	Published articles	b- E-mails	c- Text messages
2	---------- is used to express your personal opinions on the internet.		
	a-Digital blog	b- E-mail	c- GPS
3	A common way to report data is through		
	a-GPS	b-E-mail	c-results

ICT- Grade 4

By Ms.Samah Abdulmoneim





Axis 2



Biologist	عالمة أحياء	sequence	تتابع / ترتيب
betel nuts	ثمرة التنبول	cancer	مرض السرطان
on the long run	على المى البعيد	Her aim	هدفها

The internet can help us to get all kinds of information. We can type a question into a search engine to find answers quickly and easily. But it is always important to check the information because it might not always be correct.

Who is Anika Ullah: (Biologist)

She is a biologist. She ground the truth and found out that eating a lot of betel nuts which is an uncommon nut can cause cancer on the long run. Ms. Ullah used the internet to communicate with other people to warn and send an important message. Her aim was to help those people to use these nuts more safely.

The sequence of activities when you search something online:

DON'T FORGET!

1. Think about the search terms or key words you will use
2. Decide what information you want to find out.
3. Cross check facts by trying to find them in more than one place.
4. Look carefully at the information that you have found.
5. Tell the reader where the information came from.

LESSON 2 Online dangers and how to be safe

Panic	خوف / يخاف	Online Communicating	التواصل عبر النت
Unsafe websites	مواقع غير آمنه	Instant messages	رسائل فورية
Unkind	غير لطيف	Direct messages	رسائل مباشرة
Steal	يسرق	Behave	يتصرف
In person	بشكل شخصي	Honest	آمين /صادق
Spam	رسائل عشوائية مزعجة	Personal information	معلومات شخصية

Communicating online

- There are many ways to communicate online, we can use computers, phones or tablets. People may also use instant messages, e-mail, direct messages.
- But be careful. some people communicate online to be unkind or to steal your information.

Remember

Behave online as you would in person, always be kind and honest.

Unsafe websites: -

- Don't click on links that you are unsure of.
- If you click on an unsafe link, don't panic leave the site and tell your teacher or a family member to feel safe.

Sharing data online: -

- Don't share personal data online without asking your teacher or a family member.
- If you share your personal data online, you may receive spam messages.

Downloading files: -

- Think carefully before you download files.
- Some files have viruses. Viruses can damage your computer.
- When you download a file, this saves it to your computer so that you can look at it later.

How to keep yourself save on the internet: -

1- Validate the identity of the person you are talking to
2- If someone deal with you in bad way you can block him
3- Don't press on unknown links
4- Don't share your personal data with anyone
5- Always think before sharing any data related to you
6- Don't open E-mails contain unknown link

Spam	Mail includes unwanted messages to advertise a product or gather more information from you. This email may include unfamiliar address, unknown links or messages in ALL CAPITAL LETTERS, it might be spam.
Personal information	Information about you like your photo, name, address, school and phone number.
Block	When you block someone who is unkind, that person can't see your posts or contact you.

Exercise on Lesson 2



Comprehension

1 Read and complete

Complete the sentences. Use the words from the box.

block download instant messaging personal information spam

1. An email from an unknown address that includes advertisements is likely to be ______________.
2. When you ______________ a file, you save it to your device.
3. If you ______________ someone, they will no longer be able to contact you or view your account.
4. Think carefully before you share your address or other ______________ ______________ online.
5. You can use ______________________ to communicate with friends.

True or false

- Block is considered one of the ways to communicate with your Colleagues or friends on the internet. (   )
- One of the dangers of the internet is that others can use your personal data. (   )
- When Someone is blocked, they can see your posts. (   )

Choose the correct answer

1	Messages calling for unreal advertisements on your email are ----------		
	a-personal data	b- Spam	C-internet
2	Your friend sent you a file and you want to save it on your device, you should ……..		
	a-Download the file	b- Block	c- Scanner
3	---------- includes your name, address and your date of birth.		
	a- Personal data	b- Spam	c- Download

LESSON 3 Using ICT tools in a healthy and ethical way

tag	الإشارة لأحد	Social media sites	مواقع التواصل الاجتماعي
Posting online	النشر على النت	permission	إذن / تصريح
Immoral	غير أخلاقي	Respect privacy	احترام خصوصية الأخرين
banned sites.	مواقع محظورة	harmful	ضاره

Posting online:

- ✓ when you tag someone, this mean that you identify that person in a post, photo or video.
- ✓ It's important to be sure the person you're tagging is ok with this.
- ✓ Before you post something on social media and tag your friends, make sure to
- ✓ ask their permission first.
- ✓ Respect privacy of your friends.
- ✓ Mention the source of information / Crediting others:
- ✓ We should always credit sources that provide you with information that you share with others.

Respecting the law:

- When using the internet, you shouldn't go on any banned sites.
- Banned sites publish immoral and harmful material.
- Ask your teacher family member before you go on a new site.

Positive and negative effects of ICT tools

The positive effects of ICT tools

you can read the news with just a click of the mouse.

You can upload and download videos and photos.

You can communicate with friends and family in all the world.

The negative effects of ICT tools

You may come across something online that upsets you.

You may get eyestrain (eye fatigue)or headache from using your device too long.

some people may rely on searching on Google to answer all questions, even though it doesn't always give the right answer.

Exercise on Lesson 3

True or false

1. When using the internet, you can go on any banned sites. (   )
2. While using the internet you can't upload and download videos and photos. ( )
3. You must ask permission before posting any information related to your friends. (   )

LESSON 4 How to search online

Browser	متصفح	Search engine	محرك بحث
Result	نتيجة	Access	إمكانية الحصول
Safety features	خصائص / سمات	warning message	رسائل تحذيرية
parental control app	الرقابة الأبوية	Site	موقع

Browser • is a software application that is used for accessing information on the internet, such as: Internet Explorer, Safari and

Results • a list that is compiled based on a search.

Search engine is a software application that carries out web searches, such as: google and Yahoo

Take these Steps to search safely: -

- Use the safety features of browsers you choose to do searches on.
- Choose browsers that warn users about to enter an unsafe site or download a harmful app.
- If you get a warning message, don't proceed to the site or with the download. (Ask your teacher or a family member)
- Choose browsers that have search engine set up for children and a parental control app.
- Choose child-friendly websites that include filters to avoid you clicking on unsuitable videos.

Searching smartly.

- Type long phrases, not a couple of words to get better results.
- Choose specific keywords for your search, not public keywords to get a helpful result.
- For example, there is an animal called jaguar there is also a car called jaguar. If you type in "Jaguar "you might not get advertisement for a car to avoid this, type "jaguar animal "if you were interested in where jaguars live you could type 'jaguar-animal-habitat '

Steps to search smartly by image:

1. Open Google images search engine.
2. Click search by image.
3. Click upload an image tab.
4. Click choose file.
5. The open window will appear, select an image then click open.
6. The results of your search will appear to select a suitable result.

Exercise on Lesson 3



Comprehension

1 Look and match

Match the words with their meanings.

1. browser 2. search engine 3. results

a. a software application that carries out web searches ☐

b. a software application that is used for accessing information on the internet ☐

c. a list that is compiled based on a search ☐

LESSON 5 How to check whether information online is true

Reliable sources	مصادر موثوق فيها	Unreliable sources	مصادر غير موثوق فيها
Opinions	أراء	professional	احترافي
Errors	أخطاء	Well-written	مكتوبه بشكل جيد
Lies	أكاذيب	Valuable	قيمة
Countless	لا حصر لها		

There are countless online sources that provide valuable information. However not all the online sources are reliable.

Unreliable online sources

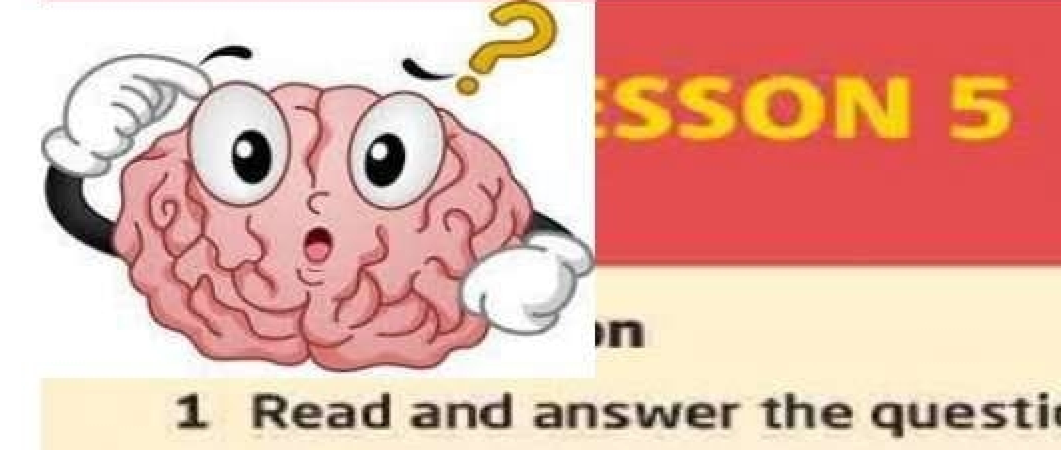
They're social media apps and websites which include opinions, errors, or even lies.



Reliable online sources

1. They're websites which written well, with almost no mistakes and the design of the page look professional.
2. Known extension of links (edu – educational sites) – (gov – governmental sites) – (org –organizational sites) – (com – commercial sites).
3. The trusted sites always being controlled by specialists and always being under verification and laws





ESSON 5 How to check whether information online is true

on

1 Read and answer the questions

1. Match the website domains to the types of groups that run them.

.gov.eg	☐	a. Egyptian organizations
.org.eg	☐	b. commercial sites
.edu.eg	☐	c. governmental sites
.com	☐	d. educational sites

LESSON 6 Who can help you with online problems?

Bullying	تنمر	**repeated unkind behavior**	تصرفات غير لطيفة متكررة
Scary	مخيف	identity theft.	انتحال هوية
Unsafe	غير آمن	mean posts	منشورات غير لائقة

Online Problems:

- They are common; they can be scary and make you feel helpless or unsafe.
- They are like: online bullying and online identity theft.

Online bullying:

- Is repeated unkind behaviour towards someone which make him feel trapped.
- It can include (mean posts, messages or text)

How to avoid online bullying

- Make sure not to contact any one you don't know.
Ask your teacher or a family member for help.





Online identity theft:

- Is used your personal information (social media accounts, password, address, email or phone number) by someone who stolen online (hacker).

Solution:

- Ask your teacher or a family member for help.
- Ask your local police department for help.
- Ask The Egyptian General Department for Combating Internet Crimes

الإدارة المصرية العامة لمكافحة جرائم الإنترنت

Exercise on Lesson 6



1-When someone mistreats you on the internet, you should

a- Block him and tell one of your family members.

a-Send him a bad message.

b-Send a bad message to your friends.

2-You shouldn't communicate with ……….. on social media sites.

a- Your school friend.
b- friend of you.
c- Unknown person wants to share your information.

Issues and challenges

1 Read and choose

Read the situations and check the best answer.

1. Your friend is getting bullied online. He/ She is upset. What do you say to your friend?
   a. "You're being a bit silly about this. Get over it!"
   b. "Let's bully them back!"
   c. "We should get their personal information and post it for everyone to see. Then they will stop."
   d. "You need to tell your teacher or a family member, even if you don't want to"
2. You accidentally end up on a website that includes bad language and scary images. What do you do?
   a. Forward it to a friend and ask if this is something you should show to your teacher or a family member.
   b. Look for contact information on the site so you can send a complaint.
   c. Leave the site immediately. Ask your teacher or a family member to help set parental controls on your device.
   d. Leave the site immediately, and never go online again.

LESSON 7 My personal digital safety plan

Password	كلمه سر	Hacking	تهكير/ إختراق
Phrases	عبارات	Specific words	كلمات محددة
Personal	شخصي		

My personal digital safety plan is:

1- Creating strong passwords.
2- Choosing anti-virus software.
3- Be careful while using the internet.

- Type long phrases, not a couple of words to get better results.
- Choose specific keywords for your search, not public keywords to get a helpful result.
- For example, there is an animal called jaguar there is also a car called jaguar. If you type in "Jaguar "you might not get advertisement for a car to avoid this, type "jaguar animal "if you were interested in where jaguars live you could type 'jaguar-animal-habitat '

✓ **Use some signs to get better results, such as:**

Sign Use of the sign (+) s	Search engines ignore some words like (the, and, how, where, or), To include them add a (+) sign before the word. Ex: Football players + Egypt
sign -	Search engine avoid unwanted results, just type (-) sign before words you would like to avoid (-). Ex: Different breeds of animals– animal jokes
" " Quotation -	Search engine narrow your search to the exact wording, just put the phrase inside quotation marks. Ex: Types of plants "plants can survive with no direct sunlight"

Password

- A strong password should be at least 8 characters.
- A strong password will include letters, numbers and special characters.
- Password shouldn't include your name or other personal data.
- Don't use the same password for all your accounts.
- Use a password manager to remember a lot of password orkeep a list of your passwords in a safe place.

Anti-virues

- It's a software that catching viruses before they affect your device.
- It can also remove viruses that already affected your device.
- It can fix damaged files.
- Choose software that protects your device and is easy to us.

Using the internet carefuly

- Use different passwords for your accounts like (facebook,email).
- Use different passwords for your digital devices (computer, laptop, tablet and mobile phone)
- Install anti-virus software on all your devices.
- Use websites that offer security services for your accounts.
- Make sure that you choose strong passwords which nobody can guess.

The important terms:

- **A computer virus:**
- It is a file can cause big problems, such as sending an email to everyone or deleting your files.
- **Hacking:**
- It is the unauthorized access to your computer or accounts to stole it.
- The person who does it is called hacker

Exercise on Lesson 7



Life skills

1 Look and answer

Are these passwords secure? Suggest ways they can be made more secure.

1. Abdelaziz456 ______________________

2. dQvI!4@vtM ______________________

3. abc123 ______________________

4. Password*1 ______________________

True or false

1- Choosing search words helps us get the required search results.( )

2- The quotation mark "" is used to summarize the search results that you want. ( )

LESSON 8 Practicing what you learned

Researchers	بحث	present your research.	عرض العرض التقديمي
digital reports	تقارير رقمية	effective	فعال / مؤثر
personal blogs	مدونات شخصية	include	يتضمن

Researchers and scientists prepare digital reports about the subject of their studies using various programs like PowerPoint or video; they also post them on their personal blogs.

PowerPoint
It is a Microsoft program that creates a slideshow of the material you want to present.

Features of PowerPoint program:
- It is a fun way to present your ideas to others.
- You can use WordArt that make text look interesting.
- You can include text, images and sound effects to your presentation.

Videos:
- Make your own video to present your research by using the camera of your laptop, tablet or mobile.
- Make interviews with others and include them in your video.
- Download special video software to add fun effects with different sounds and images.

Posters:
- It is one of fun and effective way to present your research.
- Choose fun colors when writing information.
- Include drawing photos or cut outs.
- Make sure that the text is large enough for others to read from a distance.

Remember Present your idea clearly and Credit your sources

Exercise on Lesson 8

True or false:

- ✓ You can collect data from many different sources.
- ✓ Surveys and experiments are one of the most important sources of data collection (   )

Choose the correct answer: -

Personal information and opinions that express their owner which are available for reading and downloading in various sites are		
Published articles	- E-mails	Text messages
Your friend sent you a friend request on a social networking site, you must --		
check his identity	delete the friend request	close the device

